

## What the Town Meeting Coordinating Committee has been doing

The Town Meeting Coordinating Committee has been busy since our Annual Town Meeting in May with work which has included:

- reviewing previous TMCC sponsored events.
- evaluating Annual Town Meeting and reviewing suggestions and concerns from members of Town Meeting, the Select Board, and residents.
- meeting with the Town Moderator and the Town Manager to discuss issues brought to our attention
- in response to our Hearing Survey in May, we have worked for improvements to audio quality for public meetings in the Town Room and Town Meetings in the Middle School auditorium. With the help of Kris Pacunas, Director of Information Technology, a new sound system was installed in the Town Room. A subcommittee has met with the Disability Access Advisory Committee and has been working with town staff to find the best type of equipment to improve conditions for the hearing impaired in the Middle School auditorium. Once an appropriate system has been has been found, efforts will be made to provide financing for this need.
- making helpful information available on the town website and on the TMCC listserv.
- planning for an information forum on Greening Amherst. It was to include reports on current town and area projects but was canceled due to a storm. It will be rescheduled this winter.
- holding events including the new member orientation, Warrant Review, precinct meetings, and the bus tour to help members understand warrant articles coming before Town Meeting.
- reviewing the policy for the support for dependent care for Town Meeting members while attending sessions of Town Meeting.

## What we all can do to improve Town Meeting

There have been several suggestions from members of Town Meeting for ways that you can help.

- Since sessions of Town Meeting cannot start until a quorum is present, it's very important for members to come on time so the meeting can begin.
- When called on by the Moderator, be sure to speak directly into the microphone.
- If you have material for projection, arrange for someone to help by doing the projection while you speak.
- Read materials mailed to you ahead of time. Consider attending TMCC events.
- Most Town Meeting members approved of the use of a single set of tally cards, but remember that every member **must check in** before taking a seat.
- The consistent enforcement of time limits for those speaking is always a concern, so be aware of the 5 minute limit for presentations and 3 minutes for questions or comments. If you expect to need more time, it's important to tell the Moderator before you begin.

TMCC values the comments and suggestions received in our suggestion box, by email or in answer to evaluation forms or surveys. It really helps us as we work to make Town Meeting function well and to aid you, members of Town Meeting, to make informed votes on the floor of Town Meeting.